



New York City Department of Education,
Division of Human Resources and Talent
Office of Operational Support Services
In collaboration with the
United Federation of Teachers
Presents



A Paraprofessional Workshop "From Chaos to Order"

*This workshop will provide participants with strategies on
how to be an effective classroom manager.*

Wednesday, November 16, 2011
United Federation of Teachers Brooklyn Headquarters
335 Adams Street, 25th Floor Conference Room
Brooklyn, NY 11201
4:00pm – 6:00pm
Cost: \$10.00 money order made payable to NYCDOE
RSVP by Friday, November 7, 2011

- Participants will receive a certificate worth three (3) professional development hours
- The workshop is available to the first 175 registrants

*To participate, complete the below registration form and return no later than Friday, November 7, 2011.
Send this completed form with your money order to: New York City Department of Education -
Operational Support Services – Office of Scholarship and Incentive Programs, 65 Court Street, Room
508, Brooklyn, NY 11201.*

Name: _____

Address _____

City _____ State _____ Zip code _____

Telephone Number: _____ Email Address: _____

For additional information, please call 718-935-4000.